



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF EDUCATION

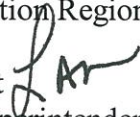
P.O. BOX 2120

RICHMOND 23218-2120

July 2, 2012

### MEMORANDUM

TO: Superintendents of Approved Adult Education and Family Literacy Act  
Adult Education Regional Program Managers

FROM: Lan Neugent   
Assistant Superintendent, Career, Technology, and Adult Education

SUBJECT: Race to GED® Grant Application Packet

This is to announce that, pending availability of funds from the Virginia General Assembly, Race to GED funding will be available for 2012-2013. Approved regional adult basic education programs are eligible to apply for these funds. The funds are to be used for (1) outreach to adult learners, (2) instruction to prepare for the GED® Tests, (3) GED® testing, and (4) preparation for computer based GED® testing. If you would like to apply for these funds, you will find the application packet on the Office of Adult Education and Literacy's (OAEL) Web site at [http://www.doe.virginia.gov/instruction/adulted/grants\\_funding/index.shtml](http://www.doe.virginia.gov/instruction/adulted/grants_funding/index.shtml).

The application materials (one original set and one copy) may be mailed, commercially delivered, or hand delivered to the appropriate address identified in the application packet. Applications must be received by OAEL **no later than 2 p.m., Eastern Daylight Time, July 20, 2012**. Faxed or e-mailed copies will not be accepted. Applications not meeting the delivery deadline may not be considered. The use of a commercial delivery service is recommended.

For questions regarding programmatic issues, please contact Debbie Bergtholdt, GED state administrator, via e-mail at [Debbie.Bergtholdt@doe.virginia.gov](mailto:Debbie.Bergtholdt@doe.virginia.gov) or by telephone at (804) 371-2333. Financial management questions may be directed to Cynthia Finley, finance and planning manager, OAEL, via e-mail at [Cynthia.Finley@doe.virginia.gov](mailto:Cynthia.Finley@doe.virginia.gov) or by telephone at (804) 225-2850.

LN/gjm